

EMERGENCY TELEPHONE SERVICE COMMITTEE
Dispatcher Training Subcommittee
Michigan State Police Troopers Association
Monday September 10, 2007
10:00 a.m.

MINUTES

CALL TO ORDER

Chairman Moorman called the meeting to order at 10:00 a.m.

ROLL CALL

MEMBERS:

Mike Moorman
David Ackley
John Bawol
Karen Chadwick
Dale Gribler (conference bridge)
Vic Martin
Bruce Pollock
Christina Russell
Christine Schultz
Joseph VanOosterhout (conference bridge)

Harriet Miller-Brown
Janet Hengesbach
Gina Rosendall
Evah Cole

REPRESENTING:

Michigan State Police Troopers Association
Genesee County Central Dispatch
Roscommon County Central Dispatch
Ingham County Central Dispatch
Van Buren County Central Dispatch
Lapeer County Central Dispatch
Livingston County Central Dispatch
Oakland County Sheriff's Office
Isabella County Central Dispatch
Marquette County Central Dispatch

Michigan State Police (non-voting)
Michigan State Police (non-voting)
Michigan State Police (non-voting)
Department of Treasury (non-voting)

ABSENT:

James Fyvie (w/notice)
Andy Goldberger (w/notice)
Suzan Hensel Clark
Steve Todd (w/notice)
Chief Paul Trinko (w/notice)
Patrick Hutting (w/notice)
Dale Rothenberger (with notice)

Clinton County Central Dispatch
St. Joseph County Central Dispatch
Midland County Central Dispatch
City of Flint 9-1-1
Adrian Fire Department
MCOLES (non-voting)
MCOLES (non-voting)

APPROVAL OF MINUTES FROM MARCH 6, 2007

VanOosterhout made a **MOTION** to accept the minutes of March 6, 2007, **Martin** supported.
The **MOTION** carries by voice vote.

OLD BUSINESS

- **Update –White Paper on the Recommendation for Minimum Telecommunicator Training Standards in the State of Michigan**

Chair Moorman briefly discussed the status of the white paper. It was first presented to the subcommittee members at the March 6, 2007 meeting. Comments from the members at that meeting have been incorporated to the latest version and the document was sent back out to the work group. The work group will meet again when the next draft is ready in October for further review.

NEW BUSINESS

- Review and approval of forms for 2008 Dispatcher Training Fund Application process

Members reviewed and made recommendations for changes to the packet of forms for the 2008 distribution process. Gina Rosendall explained the electronic forms that will be posted on the ETSC web site. Following discussion among the members, recommended changes (electronic and paper versions) will be made. The packets will be mailed to all Michigan PSAPs on Monday November 26, 2007 with a receipt date to the State 9-1-1 Administrator's office no later than 4:00 p.m. Friday, February 1, 2008.

There was discussion of how the Dispatcher Training Subcommittee and the State 9-1-1 Administrator's office will handle the process of approving and certifying courses once the proposed legislation is approved and the ETSC takes over the responsibilities from MCOLES.

- Adjustment of 2007 FTE Count

Oakland County Sheriff Department

It was discovered by the State 9-1-1 office that the Oakland County Sheriff's Department inadvertently listed a dispatcher twice on the 2007 ETSC 101w form. This was overlooked by the subcommittee while reviewing the forms earlier this year. Consequently they received distributions based on 41 FTEs. Treasury will be notified so their May 2007 and upcoming November 2007 distributions will reflect 40 FTEs and adjustments made accordingly. Bawol made a **MOTION** to reduce Oakland County Sheriff Department's FTE count by 1 to 40 FTEs retroactive to the May 2007 distribution and the upcoming November 2007 distribution, Pollock supported. The **MOTION** carries by voice vote.

Livonia Police Department

On the 2007 ETSC 101w form, Livonia Police Department noted a MCOLES sworn officer as a dispatcher. This error was overlooked by the subcommittee while reviewing the forms earlier this year. Consequently, they received distributions based on 11 FTEs. Treasury will be notified so their May 2007 and upcoming November 2007 distributions will reflect 10 FTEs and adjustments made accordingly. Bawol made a **MOTION** to reduce the Livonia Police Department's FTE count by 1 to 10 FTEs retroactive to the May 2007 distribution and the upcoming November 2007 distribution, Pollock supported. The **MOTION** carries by voice vote.

CALL TO THE PUBLIC

None

ADJOURN

The meeting was adjourned at 11:30 a.m. The next meeting will be scheduled for October. Members will be polled for availability once a date is identified.